

Staff Summary Report



Council Meeting Date: 5/31/2012

Agenda Item Number: 5B4

SUBJECT: Request approval of one-year contract renewals with Aquatic Consulting and Testing, Inc., Bio-Aquatic Testing, Inc., Legend Technical Services of Arizona, Inc., MWH Laboratories, Test America Inc. and Xenco-Tranwest Analytical for potable water quality, wastewater and soil testing services for the Public Works Department.

DOCUMENT NAME: 20120531fst02 PURCHASES (1004-01)

COMMENTS: Total combined cost of these contracts will not exceed \$360,000 during the one-year contract renewal period.

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REVIEWED BY: Jerry Hart, CPA, Deputy Finance & Technology Director - Finance, 480-350-8505
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LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Ken Jones, Finance & Technology Director, 480-350-8504

FISCAL NOTE: (WUD10-126-01, 02, 03, 04, 05, 06) Sufficient funds have been appropriated in cost center 3041 (Water/Wastewater Fund) for the anticipated expenditures in the 2012/2013 fiscal year.

RECOMMENDATION: Approve the renewal of the contracts.

ADDITIONAL INFO: City Council originally approved these contracts on July 10, 2010 for an initial one-year term with four, one-year renewal options. This renewal request is for the second of four available renewal options.

These contracts provide for water quality, wastewater and soil testing services by qualified licensed environmental laboratories to ensure the City is compliant with continually changing Federal, State and Local regulations.

Contractor Performance

The Public Works Department rated the performance of the contracted firms on the following criteria:

- Personnel are responsive, cooperative and available
- Overall quality of products or services delivered
- Timeliness of performance
- Quality of follow-up in resolving complaints or problems
- Firm's promptness in submitting accurate invoices

In all categories, the firms received scores indicating they are meeting standards established by the contract.

Cost

There are no increases in the rates associated with this renewal request.

Recommendation

It is recommended that the contracts be renewed.